

## State Risk Management

## TRAINING SEMINARS

### SEMINAR NAME/DESCRIPTION

#### **Violence in the Workplace**

Causes and solutions to this new workplace safety hazard, for managers and supervisors.  
2 hours

#### **Personal Security**

How you can protect yourself from workplace violence  
1 hour

#### **Top Driver**

Formal defensive driver training course.  
4 hours (includes certificate of completion)

#### **OSHA 10-Hour Training Seminar**

Covers the following topics:

Introduction to OSHA Standards  
Walking & Working Surfaces  
Means of Egress/Fire Protection  
Hazardous Materials  
Material Handling  
Hazard Communication

Personal Protective Equip.  
Electrical  
Recordkeeping  
Machine Guarding  
Lockout/Tagout  
Welding

#### **Sexual Harassment**

Training in what Sexual Harassment is and how to deal with it.  
2 hours

All seminars are offered to all agencies at **no charge**. Seminars can be scheduled by agency or by open enrollment. For scheduling seminars at your agency, contact your Loss Control Representative.

State Risk Management  
1313 Sherman St #114  
Denver, CO 80203  
303-866-3848

## State Risk Management

## MINI-SEMINARS

Mini-Seminars are a great training opportunity for your agency. They are one hour or less, and are designed to concentrate on specific topics of interest. Here is the current list:

### SEMINAR NAME/DESCRIPTION

#### **Worker's Compensation - An Overview**

Information on the state's Worker's Compensation policy, Worker's Compensation benefits and penalties, and the latest updates to the Worker's Compensation Act. Information on how to file Workers' Compensation claims.

#### **Repetitive Motion Disorders**

Information on Carpal Tunnel and other cumulative trauma disorders. What they are and how to fight them.

#### **Preventing Back & Neck Injuries**

What causes back and neck injuries and how to prevent them. Includes proper lifting techniques and other helpful hints.

#### **Slips, Trips & Falls SRM**

How slips, trips and falls happen and how to prevent this number-two cause of injuries to state employees.

#### **STRESS - How To Identify and Prevent It**

Information on what stress is, what causes it, how to identify it and how to prevent it. Includes information on Work Comp and alternatives in stress claims.

#### **Modified Duty**

Definitions and concepts of Modified Duty, why it can help your agency, and how to implement a Modified Duty program.

#### **The ADA and Worker's Compensation**

Overview of the ADA Employment regulations and terminology, how it relates to Work Comp claims, how to avoid ADA problems.

## **State Risk Management**

## **MINI-SEMINARS (continued)**

### SEMINAR NAME/DESCRIPTION

#### **Indoor Air Quality**

Definitions and terminology of Indoor Air Quality, identifying IAQ problems and how they are alleviated.

#### **Bloodborne Pathogens**

"Needle stick" and other bloodborne exposure claims, CCIA procedures and OSHA regulations are discussed in this overview presentation.

#### **Accident Investigation**

Why your agency should investigate accidents, how it can be done, and what to do with the results. Includes sample investigation form.

#### **Personal Protective Equipment**

Information on hard hats, gloves, glasses, breathing apparatus and other types of personal protective equipment which OSHA requires employers to provide.

#### **Hand Tool Safety**

How to prevent employee injuries caused by hand tools. Includes power and non-power tools, protective equipment, and proper use of hand tools.

#### **Hazardous Materials**

Overview of OSHA Hazardous Materials "Employee Right To Know" requirements. Includes information on MSDS and the NFPA labeling system.

#### **Electromagnetic Fields**

Overview of this new and controversial safety topic. What Electromagnetic fields are, where they occur, and are they safe are topics covered in this seminar.

#### **Confined Space Standard**

Overview of the OSHA Confined Space Standard, its requirements and how it affects employers and employees